

Meeting Minutes
Conference Room
Fish, Wildlife & Parks Building
Thursday, November 15, 2007
1:30 p.m. to 3:00 p.m.

Monica Abbott, Chairwoman, called the meeting to order at 1:32 p.m. Present were Barbara Bessey, Vice-Chair, Jan Traynor, Lindra Davies, Historian, Betty Huckins, Colleen Owen, Erin Ricci, Secretary, Betty Warren, Melody Scoble, Treasurer, Vicki Schiller-Long, Lenore Adams, Kathleen Ely, Melanie Denning, Debbie Barela, Kimberly Worthy, Pam Boggs, Ty Hilger, Linda Brander and Susan Ockert.

Approval of Meeting Minutes: Barbara Bessey moved for the approval of the October 2007 general meeting minutes, seconded by Lenore Adams. The motion then passed unanimously.

Treasurer's Report: Melody Scoble, Treasurer, provided a treasurer's report. The current checking account balance is \$498.27. The savings account balance is \$1,730.29.

Appointment Update: Three new appointments have been made Debbie Barela with DNRC, Kimberly Worthy with DLI and Linda Brander with Commerce.

Website Update: Barbara B. passed around what the ideas are like for the web page. Monica reported that she asked the Governor's Office if ICCW needed to keep the mt.gov green and she was told yes. Lenore suggested making the Newsletters more prominent on the website. Barbara said that she was thinking of us having a photo gallery. Lenore asked if anyone would have the ability to scan the photos at work. Monica said that she might be able to get some of the people at ITSD to scan them. Other people also said that they would be able to do it. Kathleen said that the scanning needed to be done at 300 dpi so they will be in print quality.

Big Brothers/Big Sisters: Big Brother & Big Sisters will be having their Bowl for Kids Sake the last weekend in January and a wine tasting in March 2008. Monica asked if ICCW wanted to put a team together or if we just wanted to get the information out to our Agency's. ICCW put out the information last year and there were more teams from the state than there has been in the past. Monica said that she would get the information out by the end of November so that people could decide by the December General Meeting.

Food Share/Adopt a Family: ICCW did a Food Drive at the November General Meeting. There were a lot of donations brought in. Monica asked if anyone wanted to do an Adopt a Family. A suggestion was made to call the people in charge of Adopt a Family and ask them if they are in need of donors. Monica asked how Toys for Tots was doing this year. Lenore told her that they were doing very well. Lenore said that there is always a bin at the Capitol Building to donate to them.

Simplify the Holidays: Barbara was contacted by Kathy Steil. Kathy asked if ICCW would be willing to put on Simplify the Holidays again this year. Kathy did a Brown Bag Presentation last year. She gives out a lot of gifts and she has some new tips. Monica said that someone suggested having two presentations one in the Capitol area and the other downtown. Barbara said that she would ask Kathy if she was interested in doing two presentations.

Protocol for Records & Archiving: Monica said that she would like to write up procedures for keeping records and pictures.

Candidate Forum: ICCW had in the past put on a Candidate Forum. They had invited every party and candidate to have a meet and greet. The candidates got up, and gave a five minute speech; afterward people had a chance to ask questions. Monica was thinking of hosting it around the end of April 2008. The Committee agreed that it would be a great idea. Barbara W. asked what the format would be. Lenore told her in the past it was very informal. The candidates came up gave a speech and then did hand shaking. Barbara asked if we wanted to ask questions. It was decided that if we wanted to ask questions we could give them questions ahead of time for them to already have an answer for. It was discussed to only have only candidates from around the Helena area. Lenore thought that we paid for the room at Jorgenson's with refreshments also. Lenore said that she would check the Capitol schedule to see if we could host it there. She said that we would have to get special permission to have it after hours. Barbara W. said that she would check with Jorgenson's to see how much they would charge for us to hold it there. Erin asked if we would have to get permission from the Governor's office. Monica said that she didn't see it as a problem, but she said that she would ask Sheena if it would be all right. Linda Brander asked if they were going to have one or two key points concerning women in state government. Monica felt it was a good idea.

Subcommittee Reports:

Events: Barbara W. said that now they have some new projects to work on. The subcommittee would meet afterwards to discuss their new project.

ELA: Monica reported the date for the Excellence in Leadership Awards has been set for May 28, 2007. Vicki and Lenore had nothing else to report.

ICCW Across Montana: Monica reported they are working on getting the word out about ICCW and the Survey. This subcommittee does not have a Chair, yet.

Preventative Health & Work/Life Balance: Erin reported that they are continuing to work on the letter to the Governor, survey, flex scheduling, telecommuting, job sharing and massage therapists.

Other: Monica asked if the chairs of each subcommittee would write up a short paragraph about their subcommittee and send them to Barbara B. or Erin so they can be put on the website.

The committee broke into their subcommittees.

The general meeting adjourned at 3:00 p.m.

Respectfully submitted:

Erin Ricci, Secretary